

STANDARD OPERATING PROCEDURES

TITLE: DEMIL Challenges

RESPONSIBILITY	STEP	ACTION
		If the item has a DEMIL Code that requires challenging (i.e., a buzz word or critical group/class or obsolete DEMIL Code) apply the following:
	1	Research item for justification.
	2	Annotate the list with recommended DEMIL Code.
	3	Check NIIN in Corp DAISY. Wait one day for NIIN Search.
	4	If challenge is underway, highlight and annotate list with a valid UC (Under Challenge).
	5	If not, go to RCP DAISY initiate challenge with justification.
		NOTE: Research includes physically inspecting property, using Fedlog/Lola, or calling the item manager or manufacturer.